

CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION MEETING MINUTES JANUARY 26, 2015

<u>COMMISSIONERS</u>		<u>CITY OFFICIALS AND STAFF</u>	
Jason Truesdell, Chairman (2018) James Labit, Secretary (2016) Joni Korte (2016) Tom Brown (2017) Jack Fluchel (2015) Mark Smith (2018) Dave Willson, Mayor		Mike Clement, Alderman, Ex-Officio member Kathy Arnett, Planning and Zoning Director Melissa Barklage, Recording Secretary	
<u>CASES</u>		<u>REPRESENTATIVES OF CASES</u>	
<u>NUMBER</u>		<ul style="list-style-type: none">• Terry Broemmelsick <i>Legacy Construction Services</i> 886 Arbor Chase Wildwood, MO 314-277-0038• Mike Fuhro 745 Oklahoma Ave. Manchester, MO 63021 314-363-4383	
<u>CASE# 15-SP-002</u> – A request for Site Plan approval has been made by Terry Broemmelsick with Legacy Construction Services, LLC, on behalf of Mike and Paula Fuhro, for a 1,260 square foot addition to their existing home at 745 Oklahoma Avenue. The property is zoned R-4 Single-Family Residential District.		<ul style="list-style-type: none">• Edward Zigarowicz III <i>Rolwes Company</i> 13100 Manchester Road St. Louis, MO 63131 314-821-9600	
<u>CASE #15-SP-003</u> – A request for Site Plan approval has been made by Edward Zigarowicz III of Rolwes Company for a new single family dwelling to be constructed at 509 Nandale Lane. The property is zoned R-1 Single-Family Residential District.		<ul style="list-style-type: none">• Kathy Arnett Planning and Zoning Director	
<u>CASE #15-TXT-002</u> – A text amendment is proposed to Sections 405.060 and 405.170(A) of the City's Zoning Code to modify the regulations relative to mobile food establishments.			

1. CALL TO ORDER

Commissioner Truesdell called the Planning and Zoning meeting of January 26, 2015 to order at 7:00 p.m.

2. ROLL CALL

Commissioner Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Excused	Director Kathy Arnett	Present
Mayor David Willson	Present	Melissa Barklage, Recording Secy	Present

3. **APPROVAL OF MINUTES**

Commissioner Labit made the motion to approve the minutes of January 12, 2015. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
6	0	0	1

4. **APPROVAL OF AGENDA**

Commissioner Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Fluchel seconded; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
6	0	0	1

5. **OLD BUSINESS**

A. **No Old Business**

6. **NEW BUSINESS**

A. **CASE #15-SP-002**

A request for Site Plan approval has been made by Terry Broemmelsick with Legacy Construction Services, LLC, on behalf of Mike and Paula Fuhro, for a 1,260 square foot addition to their existing home at 745 Oklahoma Avenue. The property is zoned R-4 Single-Family Residential District.

Representing the case is Terry Brommelsick from Legacy Construction. The home at 745 Oklahoma is currently about 1,200 sq. ft. The proposed site plan is for the addition of a laundry room, an oversized two car garage, and two workrooms that collectively equal about 1,260 sq. ft. The scope of the work includes removing existing siding and shingles that are showing their age.

Director Arnett then presented the staff report on the case. This addition will approximately double the building's current size. The building does not currently have any kind of garage or car port. The addition will be 1,260 sq. ft. The R-4 single family residential district allows for lot sizes down to 7,500 sq. ft. The lot for 745 Oklahoma is 28,000 sq. ft. The project will remove the current aluminum siding and include putting on a new roof on the home. Because of this, the look of the new addition will be unified with the rest of the home. There is an electrical pole near the back of the home that will be buried underground. The project meets all of the city's green space and setback requirements. The department recommends an approval of this site plan.

Commissioner Labit asked about the gravel driveway that is depicted on the site plan and whether that driveway would become a concrete driveway. Mr. Brommelsick stated their plan is to keep the driveway as a one-lane gravel driveway. Commissioner Labit inquired about whether they planned to widen the driveway to make it a two lane driveway. Mr. Brommelsick stated they planned to keep it one lane at this time.

Commissioner Fluchel and Commissioner Korte agreed that the site plan does not appear to agree with what Mr. Brommelsick plans to do with the driveway. Alderman Clement commented that both the petitioner and Director Arnett have indicated that there will be no change to the driveway either though it might show as a change on the site plan.

Chairman Truesdell had no further questions but did inquire of Director Arnett if the sidewalk in front of their home was maintained by the City and if so, when does the City plan to repair the sidewalk as it appears to have fallen into disrepair. Director Arnett answered that she would have to pass the question on to the Public Works department because Planning & Zoning does not handle those projects for the City.

Commissioner Labit suggested to the Commission that the driveway on the site plan does make sense with the addition to the home that is proposed, whether they choose to do the work immediately or not. Commissioner Labit suggested an approval of the site plan as is so that if the homeowners decided to update the driveway at another date they could.

Chairman Truesdell asked if the addition of the concrete driveway would change the calculation of the amount of impervious space on the lot. Director Arnett stated that they are well beyond the required green space that the addition of the concrete driveway would not cause a concern.

Chairman Truesdell made the motion to approve the site plan as proposed on CASE #15-SP-002. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
6	0	0	1

B. CASE #15-SP-003

A request for Site Plan approval has been made by Edward Zigarowicz III of Rolwes Company for a new single family dwelling to be constructed at 509 Nandale Lane. The property is zoned R-1 Single-Family Residential District.

Edward Zigarowicz is presenting the case for the site plan review. A customer contacted Rolwes Company after inheriting the property at 509 Nandale and asked if they would take on the project of tearing down the previous home and building a new one. The prior house on the lot has been demolished at this point. The footprint of the home is essentially the same as the last but has a second story. The house style that was chosen is called Williamsburg. It is a traditional two story colonial home. The home is roughly 3,200 sq. ft.

Director Arnett presented the staff report for the brand new single family residence. The previous home was constructed in 1974. The proposed home footprint has the same width but is a little deeper and then the second story of the home more than doubles the previous square footage of the home. The site plan meets all setback and green space requirements. The proposed plan does not trigger mandated storm water quality measures based upon percentage of impervious surfaces. The department does recommend to the Commission an approval for this site plan with the condition of a \$2,500 deposit.

Commissioner Korte asked if they planned to keep the tree in the front yard. Mr. Zigarowicz stated that they are hoping to keep the tree.

Alderman Clement asked if the buyers are current residents of Manchester. Mr. Zigarowicz confirmed that they were.

Chairman Truesdell inquired about how the plan was chosen if they are selectable options for the buyers to choose. Mr. Zigarowicz confirmed that if the option is already included in the plans they can select those options. They are not custom builders. If they had chosen a particular option it would be shown on this plan.

Chairman Truesdell made the motion to approve the proposed site plan with the condition of a \$2,500 deposit on CASE #15-SP-003. Commissioner Fluchel seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
6	0	0	1

C. CASE# 15-TXT-002

A text amendment is proposed to Sections 405.060 and 405.170(A) of the City's Zoning Code to modify the regulations relative to mobile food establishments.

Director Arnett spoke in regards to the text amendment presented tonight. In June of 2014 the Commission passed a text amendment to include mobile food establishments as an allowable use during City events that are held in City parks. Mobile food establishment is a legal term for food trucks. Food trucks have become very popular. Recently other institutions have asked permission to have food trucks at their events. The department is looking to ease into allowing the expansion of this use in other areas of the City. The version of the text amendment presented today looks to allow mobile food establishments at not-for-profit, religious, educational, charitable institution functions only in the R-1 Residential district. All trucks would be required to have St. Louis County Health Department permits and each event would require authorization from the Director of Planning and Zoning. The proposed change is to delete the definition of mobile business and replacing it with mobile food establishment and allowing that as a permitted use in the R-1 Residential District.

Chairman Truesdell raised a question about if a school could decide that they would like to use this opportunity to have mobile food establishments provide daily lunch program. He asked if what would be the maximum number of events that the department would allow or would there be a duration limitation. Director Arnett stated that the anticipation that this will mostly be used for special events at schools and churches.

Alderman Clement stated that there is one request already from Manchester Methodist to have food trucks to be available during their evening worship in the warmer weather months. Parkway South High School also made a request at one point to invite food trucks to one of their events. Director Arnett stated that Parkway South High School is not in the R-1 district. Chairman Truesdell pointed out that also Parkway South is not private property. Alderman Clement suggested then that changes needed to be made to the text amendment to include them in the change.

Director Arnett explained that the purpose of limiting the change to just the R-1 district was to limit the number of food trucks still allowed in the City and if it works it could be evaluated in other districts in the future.

Chairman Truesdell stated he felt that the amendment needed further work before a ruling could be made by the Commission. He stated first there should be more consideration given to expanding the change to zone districts other than just the R-1 residential, and a change should be made to change the language limiting it to private property if schools are to be included as they are public property. Chairman Truesdell also suggested adding language that gives the Director of Planning and Zoning parameters on duration of the use of food trucks.

Commissioner Labit made the motion to table the text amendment in CASE #15-TXT-002. Chairman Truesdell seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
6	0	0	1

7. PLANNING AND ZONING DIRECTOR'S REPORT

Director Arnett provided an update on Jimmy John's, who has started construction and obtained sign permits. Culver's is still moving forward.

Chairman Truesdell asked that if the next meeting is only for the purpose of discussing the text amendment again that we hold it for another meeting where there are other items on the agenda to discuss.

The date of the Planning & Zoning Commission Appreciation Dinner was discussed. It was decided to schedule the dinner on March 26, 2015.

8. EX-OFFICIO'S REPORT

Mayor Willson mentioned that the City of Manchester was recognized as the 2nd safest city in Missouri.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Commissioner Fluchel asked for an update on the businesses at the corner of Old Meramec Station Road and Manchester. Director Arnett stated that Lakeshore Learning backed out of the one space. Sincerely Yours Bridal's space is still under construction.

10. ADJOURNMENT

Commissioner Labit made the motion to adjourn the Planning and Zoning Commission meeting of January 26, 2015, at 7:57 p.m. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
6	0	0	1

Respectfully submitted by:
Melissa Barklage, Recording Secretary

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